



THE COCHIN COLLEGE

Koovapadam, Kochi-2

Affiliated To Mahatma Gandhi University

Re-accredited by NAAC With B+ Grade



Fourth Cycle
NAAC Accreditation 2024

Criterion 6 Governance, Leadership and Management

6.5 - Internal Quality Assurance System

Metric No. 6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Quality Assurance Practices

Submitted to



National Assessment and Accreditation Council



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Contents

1	Conduct of Faculty Development Programs (FDPs)	2
1.1	Goals	2
1.2	Impact on Quality Enhancement	2
2	Conduct of Quality and Gender Audits	4
2.1	Goals	4
2.2	Impact on Quality Enhancement	4
3	Implementation of e-Governance	7
3.1	Goals	7
3.2	Various E-Governance Tools implemented by IQAC	7
3.3	Impact on Quality Enhancement	9
4	Implementation of Green Protocol	10
4.1	Goals	10
4.2	Impact on Quality Enhancement	11
5	Skill Development through Add-On Courses	11
5.1	Goals	11
5.2	Impact on Quality Enhancement	14
6	Conclusion	15





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Quality Assurance Practices of IQAC

The Cochin College is committed to continuous improvement in quality across all academic and administrative activities. In line with this commitment, several quality improvement initiatives have been implemented. These initiatives are designed to align the institution with global standards and to foster an environment of excellence in teaching, learning, and administrative processes. The following sections elaborate on the goals of these initiatives and their impact on quality enhancement.

1 Conduct of Faculty Development Programs (FDPs)

1.1 Goals

The Faculty Development Programs (FDPs) are organized to enhance the skills, knowledge, and pedagogical practices of faculty members, ensuring they stay updated with the latest trends in education. Specific goals include:

- To familiarize faculty with the revised NAAC Accreditation Framework and documentation requirements.
- To enhance teaching methodologies through learner-centric pedagogy and outcome-based education (OBE).

1.2 Impact on Quality Enhancement

- Faculty became better equipped to handle accreditation processes with minimal errors, ensuring compliance with NAAC standards.
- Enhanced teaching strategies like flipped classrooms and active learning improved student engagement, leading to better learning outcomes.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

The Cochin College, Kochi & Teaching Learning Centre
 Accredited B+ grade by NAAC (2019)
 Affiliated to Mahatma Gandhi University, Kottayam
 (Under the aegis of IQAC)

Indian Institute of Technology Madras
 In association with
Mahatma Gandhi University,
 Kottayam

**An Interactive and Activity-Oriented 5-day
 Online Faculty Development Programme on**

HOW CAN TEACHERS MAKE A DIFFERENCE?

Only for 36 Participants
 Register before 15 July 2021

26-30 July 2021

- Certificates in the name of TLC, IIT Madras
- Teachers from any stream can register
- Considered for CAS promotion
- Duty Certificate will be provided
- Video Participation is mandatory for certification

Program Fees – Rs 1500/-
 (Non-Refundable)

Account Name – Principal
 Account No - 57017478192
 IFSC code SBIN0070140

To Register Please Visit:
<https://forms.gle/kSv8FYToBUc6rBgi7>

For more information mail us at
fdptcc2021@gmail.com

Dr Manjusha M V 9495673678

Figure 1: FDP 2021





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

An Interactive 7 Day Online Faculty Development Programme on

TOWARDS A FLOURISHING EDUCATOR

23 AUGUST 2022 - 29 AUGUST 2022

RESOURCE PERSONS

Dr. Anu G.S.
Associate Professor
Dept. of Education
Nagaland University, Kohima

Dr. Rosamma Philip
Principal
Mount Tabor Training College
Puthoorappan, Kerala

Organised by
The Cochin College, Kochi
accredited B+ grade by NAAC(2019)
affiliated to MG university, Kottayam
(under the aegis of IQAC)

Together with
UGC-HUMAN RESOURCE DEVELOPMENT CENTRE,
UNIVERSITY OF KERALA
and
MAHATMA GANDHI UNIVERSITY, KERALA
Funded by DIT Star College Scheme

ORGANISING COMMITTEE

Chief Patron
Sri Thomas J Vayalath
Manager, The Cochin College, Kochi

Dr. M. Geetha
Principal
The Cochin College, Kochi

Dr. Sindhu K
IQAC Coordinator
The Cochin College, Kochi

Convener
Dr. Manjusha M V
Assistant Professor
Department of Physics,
The Cochin College, Kochi.
Mob No 9495673678
Email id-fdp@thecochoincollege.edu.in

Coordinators

Dr. Nayana Jose
Assistant Professor
Department of Biochemistry
The Cochin College, Kochi

Dr. Vineeth Kumar T V
Program Coordinator Star College
Assistant Professor
Department of Zoology
The Cochin College, Kochi

Dr. Jayesh Kurikose
Assistant Professor
Department of Biotechnology
The Cochin College, Kochi

Dr. Rekha P.G
Assistant Professor
Department of Commerce
The Cochin College, Kochi

Dr. Paulbert Thomas
Assistant Professor
Department of Electronics
The Cochin College, Kochi

Ms. Reethi P
Assistant Professor
Department of English
The Cochin College, Kochi

Dr. Suprabha G. Nair
Assistant Professor
Department of Botany
The Cochin College, Kochi

Dr. Zafna Rasheed
Assistant Professor
Department of Chemistry
The Cochin College, Kochi

Figure 2: FDP 2022

2 Conduct of Quality and Gender Audits

2.1 Goals

The goal of conducting quality and gender audits is to ensure that the college operates in an environmentally sustainable, socially inclusive, and gender-sensitive manner. Specific goals include:

- To promote sustainable practices through green and energy audits, leading to a reduced environmental footprint.
- To ensure gender inclusivity and safety through regular gender audits.

2.2 Impact on Quality Enhancement

- Green and energy audits have reduced energy consumption and optimized waste management, contributing to a more sustainable campus environment.
- Gender audits have helped create a safer and more inclusive environment for students and staff, ensuring equal opportunities and representation.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in



Figure 3: Green,Energy and Environment Audit Certificate





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in



DHISHA

JANASEVANA KENDRAM,
THOKKAMPARA
GRHS ROAD, KOTTAKKAL, 676503
MALAPPURAM, KERALA,

CERTIFICATE OF GENDER AUDIT

This is to certify that The Cochin College, Kochi has successfully completed a Gender Audit for the academic year 2021-2022

The audit was conducted as per the methodology suggested by our organisation, which focuses on assessing the gender inclusivity and equity initiatives undertaken by the institution. The findings reflect the college's commitment to creating a gender inclusive environment.

January 18, 2022

ANAGH

Joint secretary
Academic and Research wing
coordinator, Dhisha

Figure 4: Gender Audit Certificate





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

3 Implementation of e-Governance

3.1 Goals

E-governance initiatives are aimed at streamlining academic and administrative processes through digital platforms.

Specific goals include:

- To digitize academic processes, such as attendance and internal evaluations, ensuring efficiency and transparency.
- To automate administrative tasks, including admissions, scholarships, and human resources, to minimize paper-work and enhance accuracy.

3.2 Various E-Governance Tools implemented by IQAC

- **Cubicle:** Developed by the Digital Solutions Committee, Cubicle is a pioneering software system that randomizes seating during university examinations, ensuring each student is placed in an isolated 'cubicle' to prevent academic malpractice. This system uses advanced algorithms to enhance the integrity and efficiency of examinations.
- **ICESheets:** ICESheets, or "Internal Continuous Evaluation Sheets," is a system implemented at The Cochin College to streamline student assessments across various programs. Built on Google Sheets, it simplifies the documentation and monitoring of student performance through two types of evaluation forms, Type A and Type B.
- **Maintenance Ticket:** This digital reporting form enables seamless, paperless maintenance requests at The Cochin College. Users can report issues by submitting detailed information, including descriptions, urgency, and photos, ensuring swift action by the management, IQAC Coordinator, and Principal.
- **Duty Certificate Archive:** Developed in collaboration with the Digital Solutions Committee and IQAC, this tool digitizes and archives duty certificates at The Cochin College. It ensures easy access and efficient management of duty-related documentation.
- **DutyBase V1.0:** A strategic advancement in exam duty management, DutyBase V1.0 was developed by the Digital Solutions Committee in collaboration with the Exam Committee and IQAC. It streamlines the assignment and management of exam-related duties.
- **PassPort (Pass Portal):** PassPort is a sophisticated academic monitoring dashboard developed by the Digital Solutions Committee for IQAC. It tracks academic performance and provides a comprehensive overview of student outcomes and progress.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

- **EdSpace:** EdSpace is The Cochin College’s Moodle-based Learning Management System (LMS). It enhances teaching and learning by distributing course materials, managing assignments, and tracking academic progress in a digital environment.

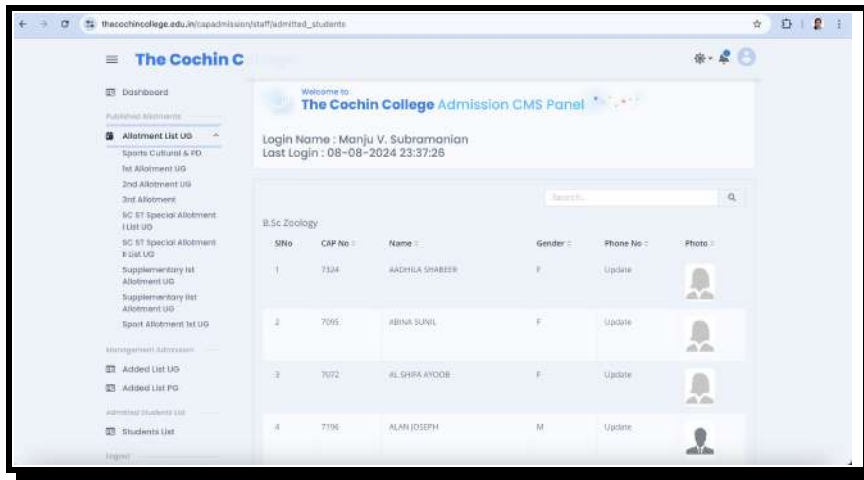


Figure 5: College Admission Portal

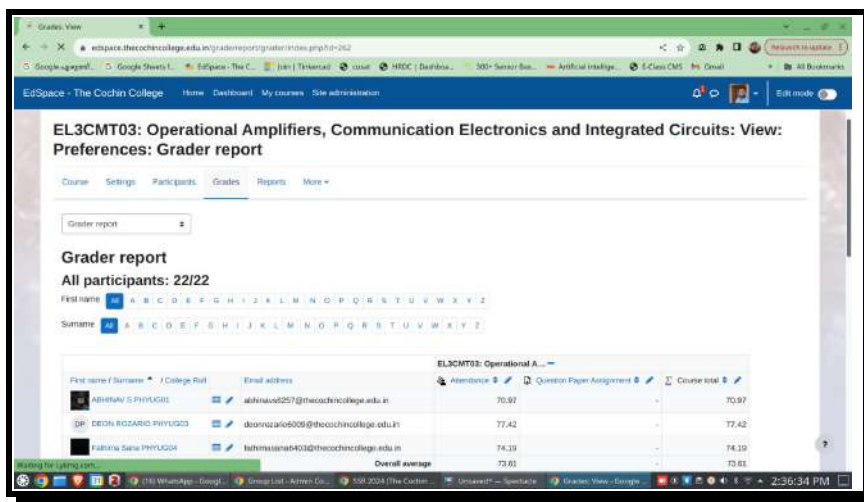


Figure 7: EdSpace Moodle Platform





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Figure 8: Maintenance Reporting Form

Programme	Status	Roll No.	Result
B.A. Economics	52	B.A. Economics	9
B.Com. Finance & Tax	44	B.Com. Finance	4
B.Com. Marketing (M)	22	B.Com. Marketin	5
B.Sc. Chemistry	28	B.Sc. Chemistry	8
B.Sc. Physics	22	B.Sc. Physics	8
M.Com. Finance & Tax	11	M.Com. Finance	8
M.Sc. Physics	9	M.Sc. Physics	6
Grand Total	188	Grand Total	48

Figure 9: Passport-Result Monitoring Tool

3.3 Impact on Quality Enhancement

- The use of e-governance in academic activities has reduced manual errors, improved the speed of processes, and allowed real-time monitoring of academic data.
- Digital administrative tools have increased transparency, reduced paperwork, and enhanced operational efficiency across departments.



Mendula Menon
Mrudula Menon V.
 Principal-in-Charge
 The Cochin College



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

4 Implementation of Green Protocol

4.1 Goals

The Green Protocol initiative focuses on reducing the use of disposable materials and promoting eco-friendly practices across the campus. Specific goals include:

- To create a plastic-free campus by replacing single-use plastic items with reusable alternatives.
- To foster a paperless office environment, reducing paper waste and promoting digital documentation.

*Major Initiatives Under the Green Protocol

- **Promotion of Reusable Items:** The Green Protocol encourages the use of fountain pens instead of ballpoint pens to reduce plastic waste. Both students and staff are also encouraged to use glass bottles and steel cups instead of plastic bottles and paper cups.
- **Elimination of Plastic and Flex Boards:** The College has stopped the use of plastic covers and flex boards on campus as part of the Green Protocol to reduce plastic waste.
- **Soft Binding for Projects:** Students are advised to submit soft-bound copies of their projects instead of using spiral-bound copies, which involve plastic components.
- **Recycling Workshops:** A workshop on recycling disposables was organized to raise awareness and provide practical skills related to waste management among students and staff.
- **Composting Facility:** The College has set up a composting facility to convert biodegradable waste into compost, contributing to sustainable waste reduction practices.
- **Seminars on Food Waste Reduction:** In collaboration with Plan@Earth, the College conducted a seminar to educate students and staff on minimizing food wastage and promoting the donation of excess food to charitable organizations.
- **Recycling of Paper Waste:** Plan@Earth collected paper waste from the campus and converted it into fresh A4 paper, which was distributed to various departments, promoting reuse and recycling practices.
- **Vermicomposting Initiative:** The College implemented vermicompost pots to handle bio-waste. Vegetable waste from the local market was collected and converted into compost, which was later distributed to students and staff.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

4.2 Impact on Quality Enhancement

- The plastic-free campus initiative has reduced plastic waste and instilled a culture of sustainability among students and staff.
- The paperless office initiative has led to efficient data management and reduced waste, enhancing administrative efficiency and promoting environmental responsibility.



Figure 10: Green Protocol

5 Skill Development through Add-On Courses

5.1 Goals

The college offers various add-on courses and conducts academic programs with the goal of developing essential skills among students, making them industry-ready. Specific goals include:





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

- To provide students with additional skills that complement their formal education and enhance their employability.
- To conduct academic programs that expose students to current trends and developments in their respective fields.

The example of an innovative add programme is the ISRO-START programme, coordinated by Dr. Paulbert Thomas, Department of Electronics. The ISRO-START program at The Cochin College is designed to ignite the passion of students in space science and technology, providing them with a valuable certification from ISRO. This initiative, known as Space Science and Technology Awareness Training (START), is a collaborative effort between ISRO and academia. The Cochin College is one of the START centres of the country.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

Registration:
<https://forms.gle/EZbPthuhjuBdN5ZK9>

ISRO-START

GET YOUR SPACE ENTHUSIASM AN ISRO CERTIFICATION @THE COCHIN COLLEGE

ABOUT

- 'Space Science and Technology Awareness Training (START)'
- An initiative of ISRO and Academia
- For PG and UG science/technology students

AIM

- For generating human resources in space science and technology
- Expanding the user base of the space exploration mission
- To facilitate students in space science and technology research



INDIAN INSTITUTE OF REMOTE SENSING (IIRS)
ISRO, Dehradun



DEPARTMENT OF ELECTRONICS
The Cochin College, Kochi



Coordinator:
Dr. Paulbert Thomas
Assistant Professor,
Department of Electronics
paulbert@thecochoincollege.edu.in
+919496827278

Figure 11: ISRO-START programme



Mendula Menon
Mrudula Menon V.
Principal-in-Charge
The Cochin College



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

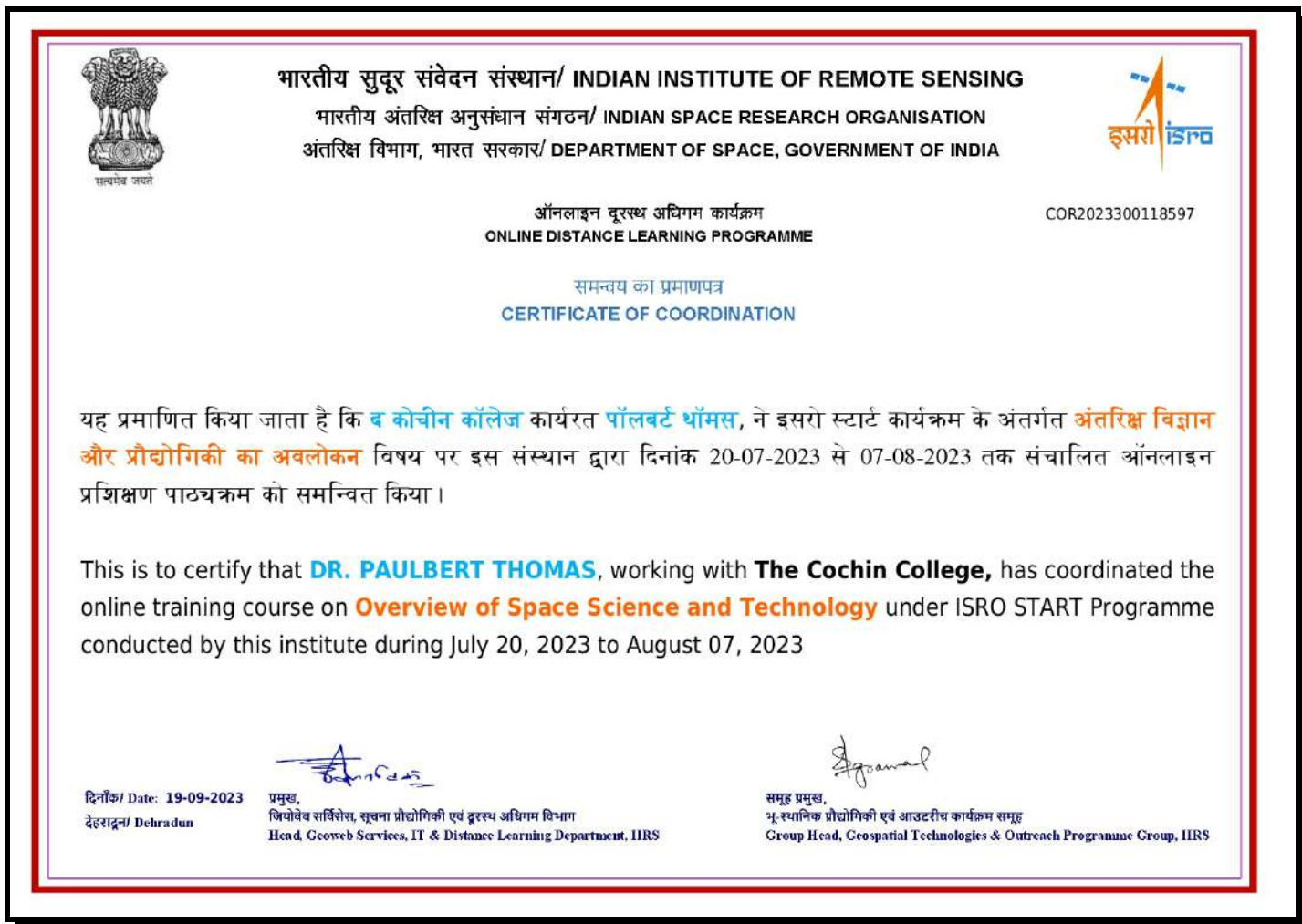


Figure 12: Coordinator Certificate

5.2 Impact on Quality Enhancement

- The add-on courses have successfully bridged the gap between academics and industry requirements, making students more competitive in the job market.
- Regular academic programs have enriched the learning environment by providing students with insights into practical applications and recent developments in their fields of study.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

6 Conclusion

The quality improvement initiatives implemented by The Cochin College, including Faculty Development Programs, quality audits, e-governance, skill development through add-on courses, and the Green Protocol, have significantly enhanced the overall functioning of the institution. These initiatives have contributed to better learning outcomes, more sustainable practices, and streamlined academic and administrative processes, aligning with the college's vision of promoting sustainability, inclusivity, and academic excellence.

